

Application Notice

CPR Part 23

- You must complete Parts A **and** B, **and** Part C if applicable
- Send any relevant fee and the completed application notice to the court with any draft order, witness statement or other evidence
- It is for you (and not the court) to serve this application notice

You should provide this information for listing the application

Time estimate

(hours)

(mins)

Is this agreed by all parties?

☐ Yes

☐ No

Please refer to the Financial List Guide and the Commercial Court Guide for details of how applications should be prepared and will be heard, or in a small number of exceptional cases can be dealt with on paper.

Part A

1. Where there is more than one claimant or defendant, specify which claimant or defendant

(The claimant)(The defendant)⁽¹⁾

2. State clearly what order you are seeking (if there is room) or otherwise refer to a draft order (which must be attached)

intend(s) to apply for an order (a draft of which is attached) that⁽²⁾

3. Briefly set out why you are seeking the order. Identify any rule or statutory provision

because⁽³⁾

In the	High Court of Justice Queen’s Bench Division Commercial Court Financial List Royal Courts of Justice
Claim No.	
Warrant no. <small>(if applicable)</small>	
Claimant(s) <small>(including ref.)</small>	
Defendant(s) <small>(including ref.)</small>	
Date	

Part B

*(The claimant)(The defendant)⁽¹⁾ wishes to rely on: *tick one*

the attached (witness statement)(affidavit) ☐ (the claimant)(the defendant)'s⁽¹⁾ statement of case ☐

evidence in Part C overleaf in support of this application ☐

Signed

(Applicant) ('s legal representative)

**Position or
office held**

(if signing on
behalf of firm,
company or
corporation)

4. If you are
not already a
party to the
proceedings,
you must
provide an
address for
service of
documents

Address to which documents about this claim should be sent (including reference if appropriate)⁽⁴⁾

		If applicable	
		Tel. no.	
		Fax no.	
		DX no.	
Postcode		e-mail	

Part C

Claim No.

(Note: Part C should only be used where it is convenient to enter here the evidence in support of the application, rather than to use witness statements or affidavits)

*(The claimant)(The defendant)⁽¹⁾ wishes to rely on the following evidence in support of this application:

Statement of Truth

*(I believe)(The applicant believes) that the facts stated in this application notice are true

*I am duly authorised by the applicant to sign this statement

Full name.....

Name of*(Applicant)(’s litigation friend)(’s legal representative).....

.....

Signed

*(Applicant)(’s legal representative)

**Position or
office held**

(if signing on
behalf of firm,
company or
corporation)

**delete as appropriate*

Date